

MCDA Board Meeting Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, July 25th, 2019

Meeting Opened: 8:46 a.m. | Meeting Closed: 9:16 a.m.

Attendance of Regular July 25th, 2019 MCDA Board Meeting

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| 1. Mayor/Chair Arthur G. Vigeant | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | 4. Renee Perdicaro (Regular Member) (ABSENT) |
| 5. David Morticelli (Fin. Rep) (ABSENT) | 6. Joshua Daigle (Regular Member) |
| 7. Vonnice Morris, MCDA Employee | 8. Chad Carter, MCDA Employee |
| 9. Diane Smith, (City Auditor) – Non-Voting Member (ABSENT) | |
| 10. Brian Doheny, (City Comptroller/Treas.) – Non-Voting Member | |

Summary of Motions

General

- | | |
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| 1. Motion to Approve Minutes for June 27 th , 2019 Meeting | (Approved) |
| 2. Motion to Approve Payables for All Programs – July 2019 – FY19 & FY20 | (Approved) |
| 3. Monthly report from MCDA Executive Director | |

Housing

Community Development Authority

- | | |
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| 1. Motion to Approve Attorney Greg Mitrakas as Legal Counsel to the Marlborough Community Development Authority | (Approved) |
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The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Thursday, July 25th, 2019 with the meeting starting at 8:46 a.m.

Board member Paul Sliney discussed changes to the minutes for May 30th, 2019 Meeting.

Board member Paul Sliney motioned to approve the minutes for May 30th, 2019 Meeting as amended. ***The motion was made carried and approved with no abstentions.***

Board member Josh Daigle motioned to approve Payables for All Programs– July 2019 – FY19 & FY20. ***The motion was made carried and approved with no abstentions.***

Executive Director Vonnie Morris began with an update on vacancies. There a total of 20 in fiscal year 2019 for an 8.81% vacancy rate.

Executive Director Vonnie Morris continued with an update on work orders. Mayor Arthur G. Vigeant asked about the older work orders on the list and if they are minor things – focus on them first and close them out.

Executive Director Vonnie Morris noted that there was a 96.3% collection rate for fiscal year 19. The rent roll was only \$21K short including all vacancies. There were also two minor adjustments to tenants rent.

Executive Director Vonnie Morris and Relocation Coordinator Jen Sleeper met with Mark Silverman, President of Marks' Moving & Storage about services requested for Pleasant St. Project. This company furnished a quote for services to the MCDA. Executive Director Vonnie Morris asked if the board knows of any local vendors. Mayor Arthur G. Vigeant added that he is not aware of any other movers in Marlborough. Board member Stefanie Ferrecchia noted that DN Van Lines is located in Marlborough.

Executive Director Vonnie Morris continued on about the PH Notice sent about the tenant survey sent out to all tenants. The board looked over a copy of the survey. Marlborough faired very well. Mayor Arthur G. Vigeant noted that there was some room for improvement and then asked if there were prior year results. Executive Director Vonnie Morris answered that this was the first year DHCD had done this. Board member Josh Daigle asked if transitioning to a key fob system was applicable. This was something that the MCDA had considered, but it was ultimately shot down by DHCD. Mayor Arthur G. Vigeant mentioned that the MCDA could send out its own survey. The MCDA will look into creating one.

Executive Director Vonnie Morris noted that DHCD will be coming out to take a look at all state-aided properties for a conditions report. The MCDA would like to get Main St. added to the list of eligible properties for MODPHASE grant because the roof is in bad shape.

Executive Director Vonnie Morris mentioned that the MCDA is looking for new legal counsel. Attorney Mitrakas has real estate experience and has a competitive governmental rate. Board member Stefanie Ferrecchia noted that Attorney Mitrakas is a client of hers. Board member Paul Sliney motioned to approve Attorney Greg Mitrakas as Legal Counsel to the Marlborough Community Development Authority. ***The motion was made carried and approved. Board member Stefanie Ferrecchia abstained.***

Mayor Arthur G. Vigeant noted that the 40B affordability percentage for Marlborough is close 11.5%. There are some units that will be dropping of for 2019, and the 2020 census will likely

add around one thousand. There are no affordable units at the new Avalon extension. The Villages at East Marlborough obtained a special permit. The Mechanic St. properties are no recognized by DHCD. Need to get those two properties added to list.

MCDA employee Chad Carter gave a brief update on the CDBG which includes: Housing Rehabilitation Program, Devens & McEnelly St. Infrastructure Project and the Substance Abuse Prevention Program.

Board member Paul Sliney motioned to adjourn. ***The motion was made carried and approved with no abstentions.***

Meeting Closed: 9:16am